

**Agenda and Evaluation Report for
Audit & Review Face-to-Face Meeting
University of Wisconsin-Whitewater
Supply Chain Management Majors and Minors, 2022-2023**

Date: 1/30/2023

Time: 10:00-11:00

Place: Hyland Hall 4301

Invited: Interim Provost Robin Fox; Interim Dean Paul Ambrose (Business & Econ); Department Chair Andy Ciganek; faculty and staff in the Operations and Supply Chain Management program Choton Basu, Roger Yin, Balaji Sankaranarayanan, Manohar Madan, and Sean Fahy; Audit & Review Team Chair Lynn Gilbertson; Audit & Review team members James Collins, Janie Tobeck, Ahman Karim; Assessment Representative Katy Casey

- 1) Call to order
- 2) Introductions
- 3) Overview of review team evaluation, program comments
 - a) Review team summary:
The program submitted a short self-study addressing each recommended action from the previous review. The benefit of this program to students is clear, particularly considering the employment projections and growing enrollment. Overall, the team found the program made progress on all identified areas. The one area in which the program continues to make progress is in securing resources. Despite the current staffing shortages, the program laid out an ambitious assessment plan and manages increasing interest in the field.
 - b) Program comments
- 4) Discussion of Review Team's evaluation:
 - a) Share the program's plan regarding the Supply Chain Management minor.
 - i) The minor program was described as an opportunity that has not been the focus of the program in recent years. The minor serves as way to attract students to the major and does not require additional resources in terms of course offerings. While the program does not currently have the staffing to make a large push to promote the minor, there was a discussion of less time intensive recruitment strategies. The review team suggested the program consider increasing awareness and the relevance of the minor to programs outside the college- e.g., reach out to college advisors.
 - b) Provide current progress on searches.
 - i) The program successfully filled two of three vacant position and plans to fill the final position with a visiting professor appointment. Discussion regarding the staffing challenges of the program, particularly related to compensation. The Department, with College support, led a successful and targeted campaign to hire in a competitive market. The competitive market will make attracting and retaining faculty a continued issue.
 - c) The review team discussed the need for continuity considering the recent faculty turnover. What is the plan to transition assessment planning/monitoring responsibilities to new faculty?
 - i) The assessment plan is streamlined and embedded in the program structure. Therefore, when new faculty join, they learn the assessment system and their roles in supporting this work.

- 5) **Recommended Actions:** The evaluation report lists three recommended actions (see page 5).
- 6) **Recommended Result:** *Continuation without qualification*
- **Please make use of the detailed comments in the evaluation report (below).**
 - **Please select all applicable boxes and fill in the appropriate year:**
 - Next FULL self-study will be due to the Dean on October 1, 2027 and to the Assessment Office on November 1, 2027**
- 7) Adjourn.

Review team report is attached below, including Recommended Actions and instructions for Progress Reports (if required).

**University of Wisconsin-Whitewater
Review of Audit & Review Self-Studies
Undergraduate Programs, 2022-2023
Majors/Minors and Standalone Minors**

Date of Evaluation 11/4/2022 Short Self Study (SS*) x
Program: Supply Chain Management Major Minor

Evaluations submitted by: Lynn Gilbertson, Katy Casey, James Collins, Janine Tobeck, and Ahmad Karim
Review meeting attended by: Lynn Gilbertson, Katy Casey, James Collins, Janine Tobeck, and Ahmad Karim

NOTE: Because the final result of this program’s previous review was “Continuation without qualification,” the program was required to submit a short self-study that addresses only the recommended actions from the previous report. Some programs may choose to include introductory or summary remarks or other pieces of information but this is not required.

If the program included introductory remarks, please add any comments you have on this introductory information.

(Note: Programs are not required to include introductory remarks.)

I appreciate the organization and accessibility of information, including making clear the changes that have taken place since the previous review.

Evidence based rationale and actionable goals are provided for the focus of the short self-study. There appears to be a clear need for the program (especially at the master's level) with a report of inadequate staffing.

The introductory remarks summarized the program's strategic plan and current enrollment. The current issue is a staffing shortage.

Recommendation #1

Assessment a. Review program SLOs and revise as needed to reflect the general skills mentioned in the mission and vision statements (written and oral communication skills, teamwork, global/intercultural knowledge). b. Develop a curriculum map to identify where each SLO is introduced, developed, and assessed within the program's curriculum. (A clear map that links mission, SLOs, curriculum, and assessment strategies) c. Provide details about the methods used to assess each SLO (e.g., rubrics applied to student assignments? scores on test items?), or develop such methods if not currently existing. Also consider developing benchmarks for each measure.

Recommendation #1 Overall Evaluation (please select your choice).

Good Progress	4
Making Progress	1
Little/No Progress	0

Comments related to recommendation #1.

The program addressed all areas of this recommendation.
good progress

The assessment template was clear and aligned. There is a combination of assessments used to evaluate the SLO. It appears that all assessments are collected at least once a year based on the semester. Can the program confirm that those assessments are discussed at the annual advisory board meeting?

The program completed an assessment plan including revised SLOs and curricular map. The SLOs are clear and measurable, and the plan includes specific information on how each SLO is assessed. The checklist/rubrics used were not shared, but the program should review to ensure they include the requisite knowledge and skills and provide levels of performance (sufficient, limited, etc.). The plan was completed in 2022 and the program has not had time to report on data collected or what was learned from the data collected. The program revisions were due to recommendations on the last A&R, and feedback from alumni and external partners.

All three of the recommendation elements were addressed, and the methods for revising the SLOs in particular were broad and relevant. Assessments are varied (not just MC tests, as was raised in the last review). No evidence is included for how the assessments are/have been run, but this is perhaps understandable given the faculty turnover.

Recommendation #2

Examine enrollment trends and work with the college to secure necessary resources to support further program growth. Closely monitor enrollment demand for 306 and other required courses in the major, to determine if the trends justify proposing changes in staffing and/or course scheduling.

Recommendation #2 Overall Evaluation (please select your choice).

Good Progress	4
Making Progress	1
Little/No Progress	0

Comments related to recommendation #2

The program followed through with all aspects of this recommendation. Significant staffing shortages currently exist, but three tenure-track faculty positions have been approved and should help to stabilize the department soon.

positive trend. Needs to have successful hiring this year.

Can the program provide an update on the searches? Is there enough staffing for the current assessment plan to be sustainable?

The program is growing. The program's priority will be hiring and retaining instructional staff.

The program is obviously negotiating staffing, though not exactly as planned. Expansion of outside electives seems to potentially mitigate the unanticipated bottlenecks. Are the new emphases on hold?

Recommendation #3

Review the Supply Chain Management minor

Recommendation #3 Overall Evaluation (please select your choice).

Good Progress	0
Making Progress	0
Little/No Progress	5

Comments related to recommendation #3

The program noted that no students are enrolled in the minor, but no evidence was provided that the minor was reviewed to determine any necessary revisions. Are any revisions needed that could contribute to its growth? I recommend that a subcommittee be assigned to review it and I see this as an area to focus on after the staffing issues are resolved. The minor could be an untapped area of opportunity to draw more students into the field.

Has the program considered deactivating or maybe discontinuing the minor?

There are no enrolled minors, and this understandably does not seem to be a current priority, but there is no discussion of the minor program. Have any majors stopped short and thus picked up the minor? Is the minor as broad or as targeted as it might be to support other majors or appeal enough to bring in additional students for growth?

If the program included additional information/remarks at the end of the short self-study, please add any comments you have on this additional information.

The program vision is ambitious. Are there any concerns about the ability to create the 4 emphases and sustain current assessment practices with limited staff? What is the timeline for launching the emphases? Congratulations securing the scholarship funds! What a wonderful opportunity for students.

Recommended actions: Please make sure recommended actions are clearly stated so the program will know what is expected.

1. Share the program's decision regarding the viability of the Supply Chain Management minor.
2. Continue to work with administration to determine sustainable staffing.
3. Share findings and analysis of the program's assessment plan for program improvement

Should the program be required to submit a progress report before their next full self-study?

Yes, the program should submit a progress report by [insert due date].	0
No, a progress report is not needed.	5

Recommended Result

Insufficient Information in the self-study to make a determination; revise self-study & resubmit.	0
Continuation without qualification	3
Continuation with minor concerns	2
Continuation with major concerns in one or more of the four areas; submit annual progress report to the College Dean & Associate Vice Chancellor for Academic Affairs on progress addressing the major concerns	0
Withhold recommendation for continuation, place on probation, and require another complete Audit & Review self-study within 1-3 years, at the Committee's discretion.	0
Withhold recommendation for continuation, place on probation, recommend placing in receivership within the college, and require another complete Audit & Review self-study within 1-3 years at the Committee's discretion.	0
Non-continuation of the program.	0